

16 September 1964

MEMORANDUM FOR: Chief, Logistics Branch/SS

SUBJECT : Modification of Contracts [redacted]
[redacted]
[redacted] - Quarterly Reports In Lieu of
Monthly Reports.

1. It is requested that the present contracts [redacted] Task 1, be modified to allow both contractors to forgo monthly progress reports and to submit only quarterly reports instead.

2. First of all, with the demands of the current accelerated study (due date: October 30) on both contractors, time spent on substantiating paperwork such as progress reports could more directly be used on the project itself.

3. In addition, the nature and duration of the entire program is such that progress could more sensibly be reported by both contractors on a quarterly basis. Monthly reports divide the natural phases of the project into insignificant increments.

4. Moreover, these contracts are being closely monitored because the study involves the active participation of [redacted] P&DS (contract monitor); [redacted] PID (research associate); and [redacted] DD/S&T representative. These people are intimately familiar with each step of the study as it progresses. A consequent report of progress and evaluation of contractor performance will be reflected in the P&DS monthly inspection reports.

[redacted]
Development Branch, P&DS

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